

MEMO

DATE: July 30, 1987

TO: All Staff Counselors
FROM: Jerry Zwack

RE: CHANGE IN DISFELLOWSHIP PROCEDURE



Until further notice, all approvals for disfellowship shall be by the pastor rather than by Jack Hicks and then the pastor. All things that you have been going to Jack about disfellowships, approvals, etc. should go to Don. There may need to be some delays if Don is absent. Don has okayed these delays unless the case is an emergency/urgent disfellowship in which case, I am authorized to act on the spot basis for the pastor, and if both pastor and I are absent, Chris Mathews has authority to do the same in emergency/urgent cases. ~~These~~ These disfellowships are subject to ratification by the pastor upon his return.

So Jack Hicks will be stepping out of any disfellowship approvals until further notice. Please go to Don. Your contacts will be with him. This change in procedure is effective immediately.